



Aboriginal Homeless & Fringe Dweller Support Service Worker

POSITION DETAILS

Position Title: Aboriginal Homeless & Fringe Dweller Support Service Worker
Position Number: SS004
Department: Social Services
Reports to: Manager Social Services
Position Term: 12 Month Fixed Term Contract. Renewed annually subject to funding

PREAMBLE

Bega Garnbirringu Health Services (Bega) approaches health service delivery from a holistic perspective. This means that Bega seeks to close the gap in health outcomes for Aboriginal people through a multi faceted approach that includes a high level of attention to the social determinants of health as well as clinical and primary health.

In order for this approach to be effective it is essential that all staff view their role through the eyes of the client and from a whole of organisation perspective. To this end it is essential that all employees be team oriented and prepared to work cooperatively in a multi-disciplinary environment. All employees must abide by their contract of employment and code of conduct and apply themselves to their duties with professionalism, integrity, ethical practice and with diligence.

The organisation has a strong commitment to the provision of services that are culturally appropriate and safe for Aboriginal clients.

Working at Bega is not just a job - it is a commitment.

PRIMARY PURPOSE

To provide for and meet immediate life sustaining needs of clients taking in to account the clients wishes and perspectives. Where possible to seek ways to improve the shelter environmental circumstances of the cohort taking in to account cultural and lifestyle choices.

EMPLOYEE

I (Full Name) _____ have sighted and accept this duty statement and acknowledge the expectations that will be held of me in relation to my role at Bega.

SIGNATURE _____ **DATE** _____

This Duty Statement is certified as current by the Chief Executive Officer as at ____/____/____

Wayne Johnson
Chief Executive Officer.



POSITION ACCOUNTABILITIES

KRA	Accountabilities
Professional Services	<ul style="list-style-type: none">• To establish relationships with the target group• To provide for and meet immediate life sustaining needs of clients• To assess individual clients needs with assessment tools• To act as a brokerage service for client referrals to specific specialist support• To assist clients to access and sustain longer term accommodation• Seek ways to improve the shelter environment• Other tasks as directed by Manager, Social Support Unit
Administration	<ul style="list-style-type: none">• To collect and evaluate data regarding client demographics and emerging trends in client needs• Individual case management of clients• Ensure financial records, filing systems and statistical records are kept to meet the funding body's requirements and the operational needs of the service• To provide other administrative support as required and agreed upon by the Manager, Social Support Unit• Other tasks as directed by Manager, Social Support Unit
Other Duties	<ul style="list-style-type: none">• To undertake the duties and responsibilities of the role in the context of cultural awareness• Undertake personal and professional development and training as required• Perform other duties relevant to the position as directed by the Manager, Social Support Unit• Represent Bega Garnbirringu Health Services in all matters in a professional, ethical and client focused manner



POSITION PARAMETERS

Education & Experience:

Have a current "C" class licence
Possess current Police Check or ability to obtain one
Possess current Working with Children Check or ability to obtain one
Possess current first aid

Skills & Abilities:

Ability to communicate with indigenous people from different communities and interest groups
Good computer knowledge
Ability to work under pressure
Ability to work as part of a multi disciplinary team in a community based organisation
Ability to work out of hours on a roster basis
Cross cultural sensitivity and understanding of issues affecting Aboriginal Communities and people

Behavioural Competencies:

Demonstrate a high commitment to Aboriginal Social and Emotional Well being and customer service
A high level of integrity and ethical practice
Adaptable and flexible
Energy and initiative
Customer service, responsiveness and team focus
Stress tolerance
Professional manner
Self motivated and proactive
Ability to assess and identify areas for improvement and development across the organisation
Attention to detail

Objective:

To participate and abide by the Bega commitments, principles and values as portrayed under the Bega Mission Statement.
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ENDORSEMENT

ENDORSEMENT	
Endorsed by Chief Executive Officer	Date
Name:	Signature: